

## **FIRE PROTECTION POLICY BOARD**

Regular Meeting  
**November 28, 2007**  
Olympia, WA

**Board Members Present:** Jim Broman, Jennifer Gregerson, Mark Kahley, Wayne Wienholz, T.J. Nedrow, Dean Shelton and Rick Chaney

**Board Members Absent:** Dean Hosni

**WSP Staff Present:** Mike Matlick, Paul Perz, Anjela Foster and Ellen Tombleson

**Guests Present:** WSP Chief John Batise, WSP Deputy Chief Paul Beckley, and Bob Garrison (ICC)

### **OPENING:**

T.J. opened the meeting with introductions at approximately 9:15.

### **APPROVAL OF AGENDA:**

**Motion:** It was moved and seconded to approve the agenda, with the deletion of the Traffic Incident Management presentation.

***Motion passes. Unanimous.***

### **APPROVAL OF MINUTES:**

**Motion:** It was moved and seconded to approve the minutes from the August 22 Regular Meeting.

***Motion passes. Unanimous***

**Motion:** It was moved and seconded to approve the minutes from the October 24, 2007 Work Session.

***Motion passes. Unanimous***

T.J. requested that if any errors are noted in the minutes when they are initially distributed via e-mail, that they notify Ellen directly so corrected minutes will be available at the meeting.

### **REPORTS**

**Washington State Patrol ~** Chief Batiste voiced his appreciation for the work efforts of the Fire Protection Bureau and his appreciation the Fire Protection Policy Board in their efforts relating to expansion of the Mobilization program, to include All Risk Mobilization. In discussion on the upcoming legislative session, Chief Batiste advised that the primary issues the WSP would be addressing are related to the crime labs, and hiring additional evidence technicians. Jim Broman advised Chief Batiste that if there were any legislative efforts that the Fire Protection Policy Board should be aware of, that he notify them so they are prepared to provide support of the

issue to the WSP as needed. During discussion with Chief Batiste, T.J. Nedrow recognized Tanyah Williams for her efforts in assisting with the Fallen Firefighter's Memorial. In further discussion with Chief Batiste, Jim Broman called attention to a letter that was written by Chief Doug Merritt (Benton County Fire District #3 – Prosser) and submitted to the Washington State Fire Service Leadership Forum Group. Chief Merritt's letter highlighted challenges related to No Man's Land issues. WSP Deputy Chief Paul Beckley provided an overview of the Law Enforcement Mobilization Plan and advised that they are currently in the process of forming a Policy Board to review regional plans, with the next step being to identify a funding source. Deputy Chief Beckley stressed that there is no intent by law enforcement to go after funding allocated for fire mobilization.

**CBRNE** ~ Jim Broman provided an update advising that the working group is continuing to meet and working to address the funding piece of the program. Chief Batiste advised he is in support of the CBRNE Program, as long as there are no objections from the Governor's Office, and that with proper funding and staffing, he feels comfortable having the program administered through the State Fire Marshal's Office.

**SIEC** ~ Jim Broman provided a report on the State Interoperability Executive Committee and advised that the interoperability plan being developed is a critical component to the success of other programs, such as CBRNE. Jim also advised that there are two Summits being held, aimed at local elected officials to educate them on the scope and criticality of the Plan. The first Summit is being held in Spokane on November 30, and the second Summit will be held in Seattle on December 5.

**State Fire Marshal's Office** ~ State Fire Marshal Mike Matlick provided a handout detailing draft language relating to licensing of code enforcement officials. Mike advised that the information was being provided as a heads up, and further advised of the potential of this being brought to the Fire Protection Policy Board, as it relates to the Fire Prevention Master Plan regarding code official certifications. Bob Garrison added that the International Code Council (ICC) has developed certification programs for all of the specialty positions, including Fire Inspector I, Fire Inspector II, Fire and Life Safety Plans Reviewer, and Certified Fire Marshal. T.J. Nedrow pointed out that Strategy #2 of the Training and Education Master Plan also addresses certifications.

Mike advised that proposed language regarding All Risk Mobilization was submitted to the Office of Financial Management, which will be included in the budget language. Mike stressed the need for understanding that All Risk Mobilization extends beyond wildland fire fighting efforts. (Search and rescue, earthquake, terrorist events, etc.) Mark Kahley advised that one challenge, as it relates to DNR, is that the proviso language is too open, and could include DNR costs being paid from this entire fund, as opposed to the prior way of provisoing the separate Forest Fire Suppression Fund and the Fire Services Resource Mobilization fund. Mark suggested that language be included that specifies the separate portions of the fund but does not allow access to either portion of the fund by the other party. This would provide greater protection to the WSP budget since mobilization is unlikely to quickly eat through the full fund, but forest fire suppression could use it up in a week or two.

Mike advised that the two story dormitory at the Fire Training Academy is currently in the pre-design phase. He will continue his efforts to contact the representatives suggested by T.J. to gain their input into the process.

Assistant State Fire Marshal Paul Perz provided an overview of two recent Firefighter Recruit graduations, one for the FTA Recruit Class, and one for the Weekend Recruit School. He also advised that a Regional Recruit graduation will be held on December 4 in Rosalia.

On discussion on the next FTA Recruit Class, Mike advised that as there are currently 59 recruits registered, the FTA will make efforts into splitting into two classes, and will include an additional week for those recruits who want to pursue Firefighter II certification. In response to Dean Shelton's question regarding the formula that will be used to split those registered into two classes, Mike advised that career firefighters would go first, due to job performance requirements. Mike also advised that they are currently exploring other options to meet the demands of the fire service.

In further discussion, Jim Broman requested an overview of the anticipated work plan for 2008 as it relates to Firefighter I & II, at the January Work Session, with follow up reports that tie back to projections at future meetings. It was agreed that it would be beneficial to survey the fire service for future needs.

**State Fire Defense Committee** ~ Chief Bill Walkup, State Fire Defense Committee Chair, was unable to attend the meeting, and provided an email advising that the Committee has been working through the business plan as well as spending considerable time on the issue of NIIMS Type 3 teams. Chief LaFave or Chief Johnson will be bringing this issue to the FPPB shortly for direction and potentially for support. The Committee has developed a draft document that follows the federal guidance given for the development of these teams (which is built from the model they have been working on as well as Colorado's model and others). The Committee has endorsed the draft and taken action to have it moved to the FPPB for direction.

**State Fire Training and Education Committee** ~ Mike advised that Chief Van Camp was unable to attend the meeting, and that the agenda for today's meeting includes action to be taken on accepting the Fire Training and Education Master Plan. It was agreed that the future involvement/direction of the Committee in the implementation of the Plan will be further discussed.

**E-911** ~ T.J. Nedrow advised that there is no new information to report and that he will continue to forward minutes and meeting notices. Jim Broman pointed out that the challenge continues to be dispatch calls received by cell phones being unable to provide a location.

**WA. State Fire Service Leadership Forum** ~ At the Forum meeting held November 27, 2007, discussion was held on the challenges of recruitment for the State Fire Marshal position due to pension issues, and will be further addressed in 2008. Discussion was also held on the membership make up of the State Building Code Council. At the Forum meeting, Mike Brown advised that the WFC have developed a position paper that limits the SBCC's ability to overrule local ordinances. It was agreed that T.J. Nedrow would contact Jon Napier (fire service representative on the State Building Code Council) to invite him to the January Work Session to have discussion on the setback issue. The following Legislative Agendas of the Associations represented on the Forum were reviewed for the 2008 Legislative Session:

#### **Board for Volunteer Firefighters**

- Volunteer Firefighter Pension Standards

**Washington Fire Chiefs**

- Fire Safe Cigarettes
- Regional Hazmat Teams
- Impact/Mitigation Fees for Fire Districts
- Mobilization – All Hazards
- No man's Land Responses
- Sprinklers in New Construction
- LEOFF 2 Reform
- Removal of State Sales Tax on FD Capital Purchases
- EMS Levies – Simple Majority
- Medicare Access for All

**Washington Fire Fighters Association**

- Firefighter Training/Safety
- Compensation – Benefits
- Volunteer Recruitment & Retention
- Fire Service Funding

**Fire Protection Policy Board**

- FTA Funding – General Fund Support / Capital Fund
- Regional Hazmat Teams
- FF Health and Safety (Wellness piece/healthy lifestyles; pension system support)

**Washington Fire Commissioners Association**

- Annexation / GMA Issues
- Public Works Bid Limits
- Small Fire District Grants
- Volunteer Recruitment & Retention

**State Fire Marshal's Office**

- DOH Hospital Inspection Program

**Washington State Council of Fire Fighters**

- Alternative Revenue Source (pensions)
- Joint Apprenticeship Training Council Program

**Washington State Fire Marshal's Association**

- Fire Safe Cigarettes
- ICC Sprinklers – Single Family Dwelling
- Single Family Setbacks

**Department of Natural Resources**

- Establishing a statewide inventory of Washington's urban and community forests
- More comprehensive geological information to improve planning
- Create consistency in DNR statutes for use agreements in waterways
- Affirming DNR's leasing authority for State-Owned Aquatic Lands
- Preserve employment and education opportunities for Washington Conservation Corps members.

**State Building Code Separation Issue** ~ During discussion on the building separation issue, it was advised that the State Building Code elected to continue their emergency rule, keeping the house separation at three feet. In response to the question of the capability of NFIRS to capture data on separation, Anjela advised that currently the program does not capture this data, and that a request would have to be made to USFA to include a field to capture this type of data.

**Fallen Firefighter's Memorial** ~ T.J. advised that the Fallen Firefighter's Memorial Service held on September 30 was well attended. Currently, efforts are underway to schedule an After Action Meeting to review the event and begin planning for the 2008 Memorial. T.J. suggested it may be more appropriate for the Fire Protection Policy Board to take the lead in the planning and delivery of the Memorial to alleviate pressure and expectations of Bureau staff. Jim Broman advised that he is in support of the existing planning committee becoming a formal committee of the Fire Protection Policy Board. In further discussion, Mark Kahley pointed out that DNR was not listed as a participant as they have been in the past. Jim Broman advised that he feels this was an oversight that will be addressed for the 2008 Memorial.

## **DECISION ITEMS**

- **Fire Safe Cigarette Legislation**

**Motion:** It was moved by Rick Chaney and seconded by Wayne Wienholz to endorse the Fire Safe Cigarette language, as provided by the Washington Fire Chiefs, which is consistent with national model legislation and proposed to the Washington State Legislature in the form of SB 5642/HB 1822.

**Discussion on the Motion:** It was agreed that any Board members who are available to attend hearings when this bill is heard, will sign in as supporting the bill. It was also agreed that the Policy Board develop a position paper (modeled after the position paper developed by the Washington Fire Chiefs) and post it on the Board's section of the agency webpage and distribute copies of the paper to all of the major fire service organizations.

**Motion passes. Unanimous.**

- **Fire Sprinkler Position Paper**

**Motion:** It was moved and seconded to accept Position Paper #1, which relates to Residential Fire Sprinklers.

**Discussion on the Motion:** Mark Kahley advised that he would abstain from the vote, as DNR does not have structure protection responsibility. Once all Board Members signatures are in place on the paper, it will also be posted on the Board's section of the agency webpage and distributed to all of the major fire service organizations.

**Motion passes. Unanimous.**

- **2008 Meeting Schedule**

**Motion:** Jim Broman moved and Jennifer Gregerson seconded to approve the 2008 Meeting Schedule as presented.

**Discussion on the Motion:** It was agreed that changes to the schedule could be made to accommodate having the Board's meetings and/or Work Sessions linked to other fire service conferences or events, and to change locations to accommodate a BBQ lunch

for the Board, as has been the past practice. It was noted that all changes to the schedule will need to be done in accordance with the Open Public Meetings Act.

***Motion passes. Unanimous.***

- **State Fire Training and Education Master Plan**

***Motion:*** Jim Broman moved and Wayne Wienholz seconded to accept the State Fire Training & Education Master Plan for integration into the Fire Protection Policy Board's strategic vision for the future.

***Discussion on the Motion:*** It was agreed that the implementation of both Master Plans (The State Fire Training & Education Master Plan and the Fire Prevention Master Plan) be an agenda item for discussion at an upcoming Work Session. It was also agreed that a letter of appreciation be sent from the Fire Protection Policy Board to members of the State Training and Education Committee.

***Motion passes. Unanimous.***

- **Election of State Fire Defense Committee Chair and Vice-Chair Positions for 2008.**

***Motion:*** Jim Broman moved and Wayne Wienholz seconded to accept the recommendations of State Fire Defense Committee Officers for 2008, as presented. Chief Dave LaFave, Cowlitz 2 Fire and Rescue was recommended for the Chair position, and Chief Randy Johnson, Chelan County Fire District 1 was recommended for the Vice-Chair position.

***Discussion on the Motion:*** It was agreed that a letter of appreciation be sent to outgoing Chair, Chief Bill Walkup.

***Motion passes. Unanimous.***

## **DISCUSSION ITEMS**

- **Cost Projections for Short Term Funding of the Fire Prevention Workgroup –**

Anjela Foster provided cost projections for two meetings of the Fire Prevention Workgroup to occur between now and June. Including lunch and meeting room rental, the cost is estimated to be \$3,000, which will come from general fund dollars.

- **Long Term Funding of the Fire Prevention Workgroup -** Following review of funding options provided by Anjela Foster, it was agreed that although this was not on the agenda as a Decision Item, action could be allowed as it was brought to the Board at previous meetings. The following motion was made:

***Motion:*** It was moved and seconded to modify Option #1, to reduce meals to include lunch only, lodging, refreshments, mileage and meeting room costs, with a set budget of \$8,000 per year.

***Discussion on the Motion:*** During discussion, it was also agreed that the \$8,000 would come from the regional funding, provided to each council. This will reduce the total amount to be awarded to all of the regions from \$270,000 to \$262,000.

Mark Kahley also suggested that as the meetings will be held in Ellensburg, that it is possible DNR's Conference Room in their Southeast Office may be available.

***Motion passes. Unanimous.***

Following this discussion, Jim Broman advised that based on elements of consideration, it is wholly appropriate to consider discussion of funding other Board committees in the future. It was agreed that all meeting minutes from the Fire Prevention Workgroup would be forwarded to the Pacific Northwest Wildfire Coordinating Group's Prevention Committee.

**Strategic Planning Process** ~ Mike Matlick advised that the State Fire Marshal's Office is available to support the strategic planning efforts necessary for the Board to develop their strategic vision for the future, which would include both the Fire Training and Education Master Plan and the Fire Prevention Master Plan. He feels in order to accomplish this; it would be beneficial to contract with an outside facilitator. Mike advised that the State Fire Marshals Office could contract with Chief Paul LeSage (Tualatin Valley Fire & Rescue) to facilitate this process. The Board approved this recommendation and agreed that the strategic planning meetings of the Board, would be held over one weekend at the General Administration Building in Olympia, sometime between late February/March, depending on Board member's availability. Ellen will query Chief LaSage and the Board, via email on their preferred weekend dates.

#### **OLD BUSINESS ~**

T.J. advised that currently, no efforts are underway to locate new members to fill the open board positions. This process will most likely begin after the first of the year. T.J. also advised that the position representing Counties is not limited to a County Commissioner. T.J. will work with Kim Tanaka of Governor Gregoire's Office to find a replacement for Bud Hover. Discussion was held on the information received from Dean Hosni at the October Work Session, advising that the Insurance Industry has elected to rotate their representative on the Policy Board between the different Insurance Companies, so he will most likely not be re-appointed when his current term expires in April of 2008. T.J. will follow up on this directly with Dean.

#### **GOOD OF THE ORDER ~**

In review of the 2008 Schedule of Events, T.J. asked that Board members provide information on meetings/events that should be included on the schedule to Ellen.

T.J. advised that he would like the Board to start working on a draft of the Annual Report at the next Work Session.

Meeting adjourned at approximately 11:30.

Approved:

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T.J. Nedrow, FPPB Chair (Date)

#### **Next Meeting:**

January 23, 2008 – Work Session  
General Administration Building  
Olympia, WA